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17 February 1972

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Office of Training Report for
the Week of 7 February 1972

1. Courses

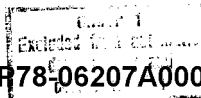
The Office of Logistics has agreed to make [REDACTED] of the Supply Division available for an indefinite period to assist in revising the Type II Logistics Manual to be used in the Field Finance and Logistics course. 25X1A

Printing Services Division has agreed to print gratis a copy of the film "Printing for Intelligence" for use in the Orientation Training course for clericals.

2. Notes

A Retirement Seminar was conducted [REDACTED] on 9 and 10 February. Sixty people, rotational officers and their wives, attended an all-day session on the ninth, and 70 local employees, including seven 25X1A

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25X1A from [REDACTED] attended a morning session on the second day. The Director of Personnel attended the morning session on 9 February.

The January 1972 CT Class began its first interim assignment on 14 February. The assignment breakdown by Directorate is: DDP-14; DDI-10; DDS&T-2; DDS-1.

25X1A [REDACTED] GS-13, Chief, Freight Traffic Branch, OL, has been enrolled in the three-week Defense International Logistics Management Course at Fort Lee, Virginia. The course begins 6 June.

25X1A [REDACTED] is also scheduled to attend the two-week "Seminar on Management of Organizations" at CSC's Executive Center in Oak Ridge, Tennessee, beginning 27 February.

3. Briefings

25X1A On 9 February, [REDACTED] gave a briefing on CIA for nine students in the AID Orientation. All the students were black economists-- part of a special AID internal program. After training, they will spend four months in Africa then will return to school. One of the students after hearing about CIA's activities asked how to apply for employment.

4. Guest Speakers

Attached is the list of high-level guests who will participate in OTR's programs to be conducted during the week of 21 February.

[REDACTED]
Acting Director of Training

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